

**UNITED STATES BANKRUPTCY COURT
EASTERN DISTRICT OF KENTUCKY**

**CASE MANAGEMENT/ELECTRONIC CASE FILING
(CM/ECF) SYSTEM**

**REGISTRATION FORM
FOR LIMITED PARTICIPATION TO FILE CLAIMS
(LIVE DATABASE)**

This registration is for LIMITED FILING PRIVILEGES for filing PROOFS OF CLAIM via the Internet component of the Case Management/Electronic Case Filing System (hereafter "CM/ECF"), in the United States Bankruptcy Court for the Eastern District of Kentucky (hereafter "Court"). A registered limited participant will have the privilege to file Proofs of Claim only via the Internet with the Clerk's Office.

The following information is required for CM/ECF registration:

Name (Last, First, Middle Initial): _____

Suffix (Jr., Sr., II, etc.) _____

Date admitted to EDKY bar: _____

Bar I.D. Number: _____

Primary Mailing address: _____

Voice Phone Number: () _____

E-Mail Address: _____

In order to qualify for an account on the System, a participant must certify that he/she meets one of the following conditions. Please check the applicable box(es):

- ☐ I have read the Court's ECF Administrative Procedures Manual and am registered as an ECF participant in the following District(s):

- ☐ I have read the Court's Electronic Case Filing (ECF) Administrative Procedures Manual and successfully completed training developed by the United States Bankruptcy Court for the Eastern District of Kentucky.

By signing and submitting this registration form, I agree to abide by the following requirements:

1. Signatures on Proofs of Claim shall be indicated by "/s/" and the typed name of the person signing in the following format: "/s/ Jane Smith" on the signature line. My password constitutes my signature.
2. The login and password for filing via the Internet shall be used exclusively by me and by any of my employees to whom I give authorization. I will not knowingly permit my login and password to be used by anyone who is not so authorized.
3. I will notify the Clerk of Court immediately should my login be compromised in order to receive a new login.
4. I agree to receive service of the "Notice of Electronic Filing" electronically pursuant to Federal Rule of Bankruptcy Procedure 9036, where electronic service of documents is permitted. In so doing, I agree to maintain a current and active e-mail address to receive notification in CM/ECF as well as a PACER account.
5. I will abide by all of the requirements set forth in the most current version of the Court's Electronic Case Filing Administrative Procedures Manual.

Applicant Name (Please print/type)

Applicant Signature

Please return completed form to:

**U.S. Bankruptcy Clerk's Office
Attention: ECF Registration
PO Box 1111
Lexington, KY 40588-1111**